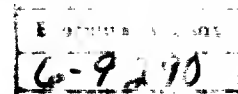


Interdepartmental Committee on Internal Security

3527 Department of Justice, Washington 25, D. C.

April 13, 1955



Honorable Allen W. Dulles
Director, Central Intelligence Agency
2430 E Street
Washington, D. C.

Dear Mr. Dulles:

Enclosed are two copies of a questionnaire prepared by the Interdepartmental Committee on Internal Security (ICIS) which is being circulated to all executive departments and agencies as a means of obtaining information on the implementation of Executive Order 10501 (Safeguarding Official Information in the Interests of the Defense of the United States), in accordance with the responsibility therefor assigned to ICIS by the National Security Council pursuant to Section 17 of the Order.

Done | It is requested that your Agency respond to this questionnaire by May 15, 1955. In the event more time is needed to complete the questionnaire, an interim reply to the ICIS, noting that fact would be appreciated. One copy of the completed questionnaire should be sent to the Executive Secretary, ICIS, Room 2515, Department of Justice Building.

It is requested that the information furnished be sufficiently detailed to enable the ICIS to accurately assess the degree to which Executive Order 10501 is being implemented by your Agency.

You will note that the information requested is to cover the period from December 15, 1953 (the effective date of Executive Order 10501), through March 31, 1955. Thereafter, the ICIS will request similar reports on a semiannual basis.

Sincerely yours,

J. Walter Yeagley
Chairman, Interdepartmental Committee
on Internal Security

NSC review(s) completed.

March 25, 1955

REPORT BY _____

(Department or Agency)

ON SAFEGUARDING OF CLASSIFIED DEFENSE INFORMATION OR
MATERIAL PURSUANT TO EXECUTIVE ORDER 10501

FOR THE PERIOD DECEMBER 15, 1953 THROUGH MARCH 31, 1955

PURPOSE:

The purpose of this report is to assist the Interdepartmental Committee on Internal Security (ICIS) of the National Security Council in conducting a continuing review of the implementation of Executive Order 10501 in the Executive Branch, so as to insure that classified defense information or material is properly safeguarded in conformity with the Order.

The Council has designated ICIS to conduct such review and has directed that ICIS report at least semi-annually with respect thereto. The information reported herein will be used by ICIS in making such reports to the Council.

QUESTIONNAIRE

1. Indicate in the spaces provided:

- (a) The approximate number of officers and employees in your Department or Agency _____.
- (b) The estimated number of officers or employees of your Department or Agency who have been delegated authority for original classification of information or material in each of the following categories: Top Secret _____ Secret _____ Confidential _____.
- (c) Do you consider the number of authorizations to classify in each of the above categories the minimum necessary to meet your requirements: Yes _____ No. _____. If not, explain below.

- (d) The general level of those officers or employees who have been delegated authority for original classification:

2. (a) Describe the implementation made of E.O. 10501 relative to the review of classified material for downgrading or declassification:

11-11-11

- (b) Indicate the progress made in such review, declassification, and downgrading: _____

[illegible]

3. Have adequate physical or mechanical means been provided for safeguarding all classified defense information in accordance with Section 6? Yes _____ No _____. If the answer is No, give extent to which facilities are lacking and reasons for non-availability:

4. Are combinations on locks of safekeeping equipment changed in accordance with the requirements of Section 6(d)?

5. (a) Describe accountability procedures and records maintained pursuant to Section 7: _____

- (b) Have Top Secret control officers been designated for each office which is required to handle Top Secret material?

6. Do you obtain consent, as required in Section 7(c), for outside dissemination and reproduction of classified defense information originating in other departments or agencies?

7. Describe steps taken, in addition to issuance of regulations, to insure compliance with requirements of Section 8 for transmission of classified defense material: _____

8. (a) Are facilities or means provided for destruction of classified defense material in compliance with Section 9? _____

- (b) Are appropriate accountability records maintained as required in Section 9(b)? _____

9. (a) Furnish names of persons, including titles or positions held, who have been designated to coordinate and supervise activities under E.O. 10501 as required in Section 10. Indicate percentage of working time devoted to such assignment by each person listed: _____

- (b) Describe in detail the training and orientation programs carried out during the reporting period, pursuant to Section 10:

- (c) Describe in detail the inspections made during the reporting period, pursuant to Section 10, including the type of security violations occurring most frequently. (Attach samples of any security survey report forms used in this connection)

10. Name of staff member designated to review implementation of the

Order pursuant to Section 18: _____

11. Describe in detail procedures and standards used in releasing
classified defense information under Section 7: _____

12. (a) List any changes in E.O. 10501 which in the judgment of your
Department or Agency would further the attainment of the
security objectives of that Order. (Include any suggestions
for additions, deletions or revisions.) _____

- (b) Cite specific examples, if any, of cases evidencing that E.O. 10501 has had an adverse effect on security in your agency. _____

13. Does your agency apply the provisions of E.O. 10501 to individuals other than full-time employees of the Government who have access to classified defense information? _____

14. List the criteria applied by your agency in determining the granting of access to classified defense information under E.O. 10501. _____

NOTE: Use attachments wherever space provided is not sufficient.

March 25, 1955

REPORT BY _____
(Department or Agency)
ON SAFEGUARDING OF CLASSIFIED DEFENSE INFORMATION OR
MATERIAL PURSUANT TO EXECUTIVE ORDER 10501
FOR THE PERIOD DECEMBER 15, 1953 THROUGH MARCH 31, 1955

PURPOSE:

The purpose of this report is to assist the Interdepartmental Committee on Internal Security (ICIS) of the National Security Council in conducting a continuing review of the implementation of Executive Order 10501 in the Executive Branch, so as to insure that classified defense information or material is properly safeguarded in conformity with the Order.

The Council has designated ICIS to conduct such review and has directed that ICIS report at least semi-annually with respect thereto. The information reported herein will be used by ICIS in making such reports to the Council.

QUESTIONNAIRE

1. Indicate in the spaces provided:

- (a) The approximate number of officers and employees in your Department or Agency _____.
- (b) The estimated number of officers or employees of your Department or Agency who have been delegated authority for original classification of information or material in each of the following categories: Top Secret _____ Secret _____ Confidential _____.
- (c) Do you consider the number of authorizations to classify in each of the above categories the minimum necessary to meet your requirements: Yes _____ No. _____. If not, explain below.

- (d) The general level of those officers or employees who have been delegated authority for original classification:

2. (a) Describe the implementation made of E.O. 10501 relative to the review of classified material for downgrading or declassification:

[illegible]

- (b) Indicate the progress made in such review, declassification, and downgrading:

[illegible]

3. Have adequate physical or mechanical means been provided for safeguarding all classified defense information in accordance with Section 6? Yes _____ No _____. If the answer is No, give extent to which facilities are lacking and reasons for non-availability:

4. Are combinations on locks of safekeeping equipment changed in accordance with the requirements of Section 6(d)?

5. (a) Describe accountability procedures and records maintained pursuant to Section 7: _____

- (b) Have Top Secret control officers been designated for each office which is required to handle Top Secret material?

6. Do you obtain consent, as required in Section 7(c), for outside dissemination and reproduction of classified defense information originating in other departments or agencies?

7. Describe steps taken, in addition to issuance of regulations, to insure compliance with requirements of Section 8 for transmission of classified defense material: _____

8. (a) Are facilities or means provided for destruction of classified defense material in compliance with Section 9? _____

- (b) Are appropriate accountability records maintained as required in Section 9(b)? _____

9. (a) Furnish names of persons, including titles or positions held, who have been designated to coordinate and supervise activities under E.O. 10501 as required in Section 10. Indicate percentage of working time devoted to such assignment by each person listed: _____

- (b) Describe in detail the training and orientation programs carried out during the reporting period, pursuant to Section 10:

- (c) Describe in detail the inspections made during the reporting period, pursuant to Section 10, including the type of security violations occurring most frequently. (Attach samples of any security survey report forms used in this connection)

10. Name of staff member designated to review implementation of the

Order pursuant to Section 18: _____

11. Describe in detail procedures and standards used in releasing
classified defense information under Section 7: _____

12. (a) List any changes in E.O. 10501 which in the judgment of your
Department or Agency would further the attainment of the
security objectives of that Order. (Include any suggestions
for additions, deletions or revisions.) _____

(b) Cite specific examples, if any, of cases evidencing that E.O. 10501 has had an adverse effect on security in your agency. _____

13. Does your agency apply the provisions of E.O. 10501 to individuals other than full-time employees of the Government who have access to classified defense information? _____

14. List the criteria applied by your agency in determining the granting of access to classified defense information under E.O. 10501. _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

NOTE: Use attachments wherever space provided is not sufficient.